Social Media Intern - Facebook



Project Title	Social Media Intern - Facebook
Project Summary	Help the VA's Digital Media Engagement team share stories about Veterans and the amazing things that they do as highlighted by the VA's official blog, VAntage Point by assisting the Facebook team in scheduling quality content for our Facebook and Twitter platforms.
Country	United States

Project Description

As a Facebook intern, you must be able to work closely with your team and other departments. This position requires that you will be responsible for scheduling VAntage Point blog articles to our social media calendar on both Facebook and Twitter platforms. Each post will go out at the correct time(s) of day, with the correct hashtags, and appropriate labels. Scheduled posts will also be shared with other affiliate Veterans Affairs Medical Centers and Healthcare Systems for exposure.

A Facebook intern will have the duties and responsibilities of scheduling content across platforms, crafting social media posts, understanding which posts are best suited for your intended audience, conveying authentic enthusiasm, utilizing Salesforce Social Studio to schedule posts, and being able to check posts for grammar and spelling errors. To be successful in this role you should have the following skills: self-motivated, clear communication, time management, very organized, decision-making skills, technology skills, comfortable working in a virtual setting, researching, and fact-checking skills. You must possess the ability to consistently access the internet and participate virtually, to understand and follow directions, and to write and speak clearly. Knowledge of social media platforms and common social media lingo is helpful. You must be enrolled in an accredited degree or certificate program.

This internship requires that you work a minimum of 10 hours per week from September until May. Vacation/time off must be discussed with leadership. You will report to the Department Head (DH) of Facebook, Department Head of Social Media, and the Executive Leadership Team (ELT) member of Social Media. You may also occasionally receive direction and/or guidance from the Executive Officer (XO) and the Department of Veterans Affairs employee(s) who oversee this department.

The Department of Veterans Affairs' Digital Media Engagement Team internship is one of the largest and most established internship programs available through the Virtual Student Federal Service. This past year, our internship has hosted over 300 interns in various departments and leadership positions. If you want to join a team that is well structured and will offer meaningful work that will help you build skills that you can add to your resume, then we strongly encourage you to apply to our team.

Required Skills or Interests

Skill(s)		
Research		
Social media	management	

Additional Information

For more information please visit https://dmeinterns.org/

Language Requirements

None